



GRADING ONLY PERMIT

Submittal Requirements:

Section **106.3.3 of the Appendix Chapter 1 of the California Building Code (adopted as the administrative provisions for the City of Mountain View)** allows for issuance of phased permits for portions of a structure. The intent is to allow a large project to be built in phases since the review process for these projects normally takes longer. Therefore, the request for Grading Only Permit will only be considered for large multifamily and commercial buildings, on a case-by-case basis. In addition to the Grading only submittal, a complete building permit application with the associated sets of **plans and construction documents for the entire building shall be submitted to the Building Division for concurrent review**. Separate plan check numbers will be issued for tracking the progress of each phase of the review. **The Grading Only submittal shall include the following:**

1. A statement of scope of work on the cover sheet of the plans, clearly specifying the work to be included in the construction. (e.g. shoring, etc.)
2. Accompanying calculations for shoring, if applicable.
3. Six (6) sets of plans including a site plan, grading and shoring plans, and first floor plan with a note identifying it as “for reference only”. (Other sheets of the drawings not related to the scope of work should be excluded from the set)
4. A completed “Request for Grading Only Permit” form (attached)

The following clearances are required, **as applicable**, prior to the issuance of the Grading Only permit:

- ☐ Planning Division
- ☐ Building Division
- ☐ Environmental Safety
- ☐ Public Works Department
- ☐ Completed special inspection and structural observation forms
- ☐ Fire Department (site access details)
- ☐ Soil engineer stamp of approval on shoring plans
- ☐ CAL/OSHA permit



Request for Grading Only Permit

It is requested that a Grading Only Permit be issued at this time, authorizing construction of grading for the proposed building to be located at: _____

Plans for this building are on file in the Building Division under plan check No: _____

If the requested permit is issued, it is understood and acknowledged that:

1. The plans for the entire building have not, at this time, been approved for compliance with applicable State and City of Mountain View laws. No work will be performed under this permit other than described in the scope of work statement on the cover sheet of the drawings.
2. If, as a result of the plan check for the remainder of the building, it is subsequently determined that the scope of work permitted is not adequate, we shall assume full responsibility and all risk of loss which may result due to any required changes. We agree that the building shall conform to the approved final plans as amended, without regard to the stage of construction.
3. The undersigned proceed at their own risk without assurance by the City that a permit for the entire building will be granted.

Owner:

Name _____

Company _____

Address _____

Signature _____

Architect/Engineer

Name _____

Company _____

Address _____

Signature _____

Contractor

Name _____

Company _____

Address _____

Signature _____

Date: _____